

City of Sunnyvale
Program Performance Budget

Program 786 - Self-Funded Liability and Property Program

Program Outcome Statement

To protect the assets of the City and its constituents through a comprehensive risk management and self insurance program that identifies and reduces potential exposures, hazardous conditions and unsafe practices and assures appropriate indemnification in the event of loss.

Provide property and liability programs that protect, identify potential exposures, reduce risk of loss and provide indemnification in the event of loss.

Program Notes

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Program Performance Budget

Program 786 - Self-Funded Liability and Property Program

Objective 78601 - Manage Property and Liability Program

SDP Outcome Statement

Manage the self-funded property and liability program to provide investigation and adjustment of claims and reimbursement to those entitled, in compliance with State law and City policy within 15 days of receipt of claim 90% of the time.

<u>SDP Outcome Measures</u>	<u>2002/2003 Budget</u>	<u>2002/2003 Achieved</u>	<u>2003/2004 Current</u>	<u>2004/2005 Budget</u>	<u>2005/2006 Budget</u>
♦ Total program-wide objective costs and their percent of total City-wide operating expenditure.					
- Dollars	\$ 1,030,095.65	\$ 842,534.00	\$ 1,039,745.65	\$ 1,137,040.52	\$ 1,233,283.64
- Percent	0.68%	0.01%	0.67%	0.43%	0.45%
♦ Total cost of claims paid and the number of claims paid.					
- Dollars	\$ 225,000.00	\$ 194,681.00	\$ 227,250.00	\$ 195,000.00	\$ 195,000.00
- Number	154.00	86.00	154.00	92.00	92.00
♦ Number of claims filed and percentage accepted.					
- Number	205.00	203.00	205.00	215.00	215.00
- Percent	75.00%	43.00%	75.00%	43.00%	43.00%
♦ Number of claims litigated and total amount of legal fees.					
- Dollars	\$ 152,770.00	\$ 118,438.00	\$ 152,770.00	\$ 85,938.00	\$ 85,938.00
- Number	12.00	14.00	12.00	12.00	12.00
♦ Number and percent of all claims that are adjusted and reimbursement authorized within 15 days of receipt by risk and insurance.					
- Number	75.00	54.00	80.00	58.00	58.00
- Percent	37.00%	63.00%	40.00%	63.00%	63.00%
♦ Number and percentage of claims denied.					
- Number	75.00	110.00	75.00	123.00	123.00
- Percent	37.00%	54.00%	37.00%	57.00%	57.00%
♦ Total dollars recovered through Recovery Services.					
- Dollars	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,600.00	\$ 6,600.00
- Percent	0.00%	0.00%	0.00%	120.00%	120.00%

SDP Notes

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Objective 78601 - Manage Property and Liability Program

	<u>2002/2003 Budget</u>	<u>2002/2003 Achieved</u>	<u>2003/2004 Current</u>	<u>2004/2005 Budget</u>	<u>2005/2006 Budget</u>
Task 786000 - Maintain JPA Membership					
Unit: A Work Hour					
Costs:	558,025.52	383,053.89	514,687.06	595,171.97	674,211.23
Units:	60.00	64.00	60.00	80.00	80.00
Work Hours:	60.00	64.00	60.00	80.00	80.00
Unit Cost:	9,300.43	5,985.22	8,578.12	7,439.65	8,427.64
 Task 786010 - Provide Litigation Administration Services					
Unit: A Number of Litigated Claims					
Costs:	119,456.34	137,199.55	220,750.57	92,923.94	95,265.00
Units:	20.00	14.00	20.00	12.00	12.00
Work Hours:	260.00	276.00	260.00	200.00	200.00
Unit Cost:	5,972.82	9,799.97	11,037.53	7,743.66	7,938.75
 Task 786020 - Administer Property and Liability Claims					
Unit: A Number Claims Reported in Current FY and Prior FY Still Open					
Costs:	247,585.51	218,504.64	252,032.70	221,194.90	226,332.78
Units:	220.00	209.00	220.00	215.00	215.00
Work Hours:	325.00	369.70	325.00	360.00	360.00
Unit Cost:	1,125.39	1,045.48	1,145.60	1,028.81	1,052.71

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Objective 78601 - Manage Property and Liability Program

	<u>2002/2003 Budget</u>	<u>2002/2003 Achieved</u>	<u>2003/2004 Current</u>	<u>2004/2005 Budget</u>	<u>2005/2006 Budget</u>
Task 786030 - Recovery Services					
Unit: A Number of Open Claims					
Costs:	7,671.50	9,954.02	8,475.16	6,983.64	7,311.88
Units:	30.00	20.00	30.00	20.00	20.00
Work Hours:	115.00	161.50	115.00	100.00	100.00
Unit Cost:	255.72	497.70	282.51	349.18	365.59
 Task 786040 - Claim Investigation Services					
Unit: A Number of Claims Investigated					
Costs:	32,910.26	23,875.10	35,508.07	24,324.46	25,393.40
Units:	70.00	45.00	70.00	100.00	100.00
Work Hours:	340.00	267.50	340.00	300.00	300.00
Unit Cost:	470.15	530.56	507.26	243.24	253.93
 Task 786090 - Employment Claims Administration					
Unit: A Claim					
Costs:	0.00	0.00	0.00	18,676.20	19,557.20
Units:	0.00	0.00	0.00	6.00	6.00
Work Hours:	0.00	0.00	0.00	250.00	250.00
Unit Cost:	0.00	0.00	0.00	3,112.70	3,259.53
 Totals for Objective 78601 - Manage Property and Liability Program					
Costs:	965,649.13	772,587.20	1,031,453.56	959,275.11	1,048,071.49
Work Hours:	1,100.00	1,138.70	1,100.00	1,290.00	1,290.00

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Objective 78602 - Manage Exposure Reduction Services

SDP Outcome Statement

Reduce property and liability exposure through an identification program that supports the mitigation and reduction of identified exposures through notification to departments of the need for mitigation within 30 days of receipt of notification by risk and insurance of exposure identification 90% of the time.

<u>SDP Outcome Measures</u>	<u>2002/2003 Budget</u>	<u>2002/2003 Achieved</u>	<u>2003/2004 Current</u>	<u>2004/2005 Budget</u>	<u>2005/2006 Budget</u>
♦ Number of potential liability exposures identified during routine inspections by risk and insurance and percentage reduced during the fiscal year by departments.					
- Number	200.00	176.00	200.00	170.00	170.00
- Percent	90.00%	100.00%	90.00%	90.00%	90.00%
♦ The number of potential liability exposures identified from all other sources (ex: public, staff) eliminated/reduced during the fiscal year by departments.					
- Number	0.00	197.00	0.00	180.00	180.00
♦ Number of mitigation plans completed within 30 days of receipt of notification by risk and insurance.					
- Number	0.00	13.00	0.00	12.00	12.00
- Percent	0.00%	15.00%	0.00%	83.00%	83.00%

SDP Notes

1. Percent of mitigation plans completed within 30 days was reported incorrectly in FY 2002/03. 13 out of 15 were completed, so the correct percentage is 87%.

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Objective 78602 - Manage Exposure Reduction Services

	<u>2002/2003 Budget</u>	<u>2002/2003 Achieved</u>	<u>2003/2004 Current</u>	<u>2004/2005 Budget</u>	<u>2005/2006 Budget</u>
Task 786050 - Exposure Reduction and Education Services					
Unit: A Number of Exposures Investigated					
Costs:	25,181.52	13,398.90	27,978.11	20,800.71	21,775.25
Units:	150.00	200.00	150.00	250.00	250.00
Work Hours:	390.00	175.00	390.00	270.00	270.00
Unit Cost:	167.88	66.99	186.52	83.20	87.10
Totals for Objective 78602 - Manage Exposure Reduction Services					
Costs:	25,181.52	13,398.90	27,978.11	20,800.71	21,775.25
Work Hours:	390.00	175.00	390.00	270.00	270.00

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Objective 78603 - Program Administration and Support

SDP Outcome Statement

Perform administrative and support services.

SDP Notes

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Objective 78603 - Program Administration and Support

	<u>2002/2003 Budget</u>	<u>2002/2003 Achieved</u>	<u>2003/2004 Current</u>	<u>2004/2005 Budget</u>	<u>2005/2006 Budget</u>
Task 786060 - Provide Administration					
Unit: A Work Hour					
Costs:	81,837.05	44,373.82	86,111.18	112,635.36	117,041.01
Units:	550.00	559.00	550.00	770.00	770.00
Work Hours:	550.00	559.00	550.00	770.00	770.00
Unit Cost:	148.79	79.38	156.57	146.28	152.00
 Task 786070 - Support Services					
Unit: A Work Hour					
Costs:	13,195.15	12,173.69	15,063.82	33,657.79	35,220.43
Units:	300.00	301.20	300.00	595.00	595.00
Work Hours:	300.00	301.20	300.00	595.00	595.00
Unit Cost:	43.98	40.42	50.21	56.57	59.19
 Task 786130 - Research, Analyze, and Implement Legislation					
Unit: A Legislation Reviewed					
Costs:	0.00	0.00	0.00	10,671.55	11,175.46
Units:	0.00	0.00	0.00	30.00	30.00
Work Hours:	0.00	0.00	0.00	140.00	140.00
Unit Cost:	0.00	0.00	0.00	355.72	372.52
 Totals for Objective 78603 - Program Administration and Support					
Costs:	95,032.20	56,547.51	101,175.00	156,964.70	163,436.90
Work Hours:	850.00	860.20	850.00	1,505.00	1,505.00

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Totals for Program 786

Costs:	1,085,862.85	842,533.61	1,160,606.67	1,137,040.52	1,233,283.64
Work Hours:	2,340.00	2,181.90	2,340.00	3,065.00	3,065.00